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CC: "William L. Gibbons (wgibbons)" <wgibbons@memphis.edu>

Date: 10/1/2018 1:40:57 PM

Subject: Ex. Committee Meeting - Reminder

Attachments: 3730_001.pdf

Good Morning,

Just a reminder, there will be an executive committee meeting on October 3, 2018 at 1 p.m. This meeting will take place at 600 Jefferson at 1 p.m. in the Fishbowl meeting room located on the 1st floor. I am enclosing the meeting agenda along with the previous meeting minutes for your review. Should you have questions or concerns prior to this meeting, please advise. Thank you!

Also, I am taking a poll – by this meeting being mid-day, would you prefer this to be a luncheon meeting; if so, please respond to this email and if the majority concedes I will follow with a luncheon menu.

Sharon (Sam) Walker

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